

**Quarter 1 item:**

**Benchmark 1A.1, Improve identification and location of family members**

**Action Step 1A.1.1, Establish a process to identify and locate paternal and maternal family members.**

Revisions were made to resources as well the agency's Standards of Practice (SOP) as required by the Fostering Connections to Success and Increasing Adoptions Act (P.L. 110-351). The summary of revisions and additions to the process includes, but is not limited to:

- Requires the "exercise of due diligence" in contacting the child's parents, grandparents, aunts or uncles and adult siblings within 30 days of removal from the home. Diligent attempts will be made to identify and notify all family members within thirty (30) days of the removal of a child.
- Provide agency access to the Federal Parent Locator Service.
- The Absent Parent Search Form and other search mechanisms will be utilized to complete the relative search.
- The relative search will extend beyond the thirty (30) days if previous search attempts are unsuccessful.
- When a non-parental relative placement is being considered, information concerning becoming a potential placement option for the child will be shared with the relative. Notice to state child removed from custody of parent, all options available to the relative, foster parent requirements and supports, kinship guardianship (if available).

*Note: Standards of Practice revisions will be provided as evidence of completion for item 1A.1.2 (quarter 2) and Practice guides for item 1A.1.3 (quarter 2) as a result of this process.*

1A.1.1.	Establish a process to identify and locate paternal and maternal family members.
	<b>CB Comments: Does this represent a <u>new</u> process? Let's discuss.</b>

*The information contained above are all new processes that did not previously exist prior to the Child and Family Services review. Policy and forms were created and/or amended to include the new processes. Additionally, the Absent Parent and Relative Search Handbook was revised to emphasize the identification and notification of relatives and to include internet search mechanisms in which to locate these relatives. Additionally, information concerning the FPLS was included on how to access through the state Child Support Enforcement agency.*